

SECURITY ENHANCEMENTS

1. Police and Private Guard Protection

A. City Administration Building:

Two City Police Officers now staff the lobby of the City Administration Building with overlapping schedules.

a.) Monday - Thursday, 7:30 a.m. to 5:30 p.m.

b.) Tuesday - Friday, 7:30 a.m. to 5:50 p.m.

B. Development Services Center:

One private security guard works from 4:00 a.m. to 11:00 p.m., Monday through Friday, and from 5:00 a.m. to 9:00 p.m. on weekends. The Development Services Center will also receive upgraded security for controlled areas as part of a general office renovation for this building, scheduled for completion in January / February 2002.

2. New Security Check-In Procedures for the City Administration Building Lobby

On October 15, 2001, an x-ray machine and a metal detector were installed in the City Administration Building lobby.

The general public and City employees without official identification are required to enter through an inspection line; employees with an official City identification card can enter through a separate employee-only line.

3. Detailed Security Assessment of Leased City Facilities

The City leases significant office space in several downtown buildings. Specific recommendations for security enhancements, typically involving tenant improvements to control access to staff areas, are now under review.

4. Review of Outlying City Facilities

Directors have been requested to review all outlying City facilities and to submit their findings for review by the City Manager.

5. Mailroom Procedures and Training

The Police and Fire and Life Safety Services, have provided training in mail handling procedures. In addition, all employees were given written instructions describing how to identify

suspicious letters and packages, and what measures to take if a suspicious letter or package is received. These instructions included internet links to the Centers for Disease Control, the County Health and Human Services Agency, and the FBI for additional information.

6. Policies and Procedures

The City is currently reviewing all existing policies and administrative regulations relating to security and/or evacuation for adequacy and timeliness in light of the current challenges facing the nation.

7. Qualcomm Stadium

A detailed review of the overall security requirements for Qualcomm Stadium, including evacuation procedures, is underway. The effort is being performed by Stadium personnel, the Police Department, and Fire and Life Safety Services. They are ensuring that we are able to respond to major incidents of all kinds. Additionally, they are ensuring comprehensive evacuation plans for the stadium are in place, should evacuation become necessary.

8. Water Department Facilities

The City Water Department had a number of security measures in place long before the September attacks. They include:

- ▶ The Water Department's Water Quality Monitoring Program monitors and reports the bacterial and chemical quality of the drinking water for the City of San Diego. This monitoring is required by the California Department of Health Services and the United States Environmental Protection Agency (EPA). The City monitors the water distribution system using over 200 sample points throughout the system. The laboratory collects more than 4,000 samples a month from the watersheds, treatment plants, distribution systems and from new water mains being added or replaced within the system. Additionally, over 230,000 tests are conducted annually. These samples result in over 41,000 analytical results per month that are reported to the California Department of Health Services Office of Drinking Water and are summarized in the City's Annual Consumer Confidence Report (CCR). The report is published in both English and Spanish, sent to each address within the City, and posted on the City's web page. The monitoring is for regulated and EPA-listed unregulated chemicals, and fecal coliform and heterotrophic plate count (HPC) bacteria, as well as for the protozoans giardia and cryptosporidium. Laboratory personnel have also received training from the San Diego County Department of Health's Bio-Terrorism Unit.
- ▶ The Water Department has a fully functional Department Operations Center (DOC) that can be immediately activated as an alternate operations site for any emergency. All

Water Department management have been trained to coordinate the Department's response.

- ▶ For the last year-and-a half, the Water Department participated in the National Infrastructure Protection Committee, with the American Water Works Association, American Water Works Research Foundation, California State Department of Health Services, FBI, EPA, and other federal departments dealing specifically with water security.
- ▶ The City's Water Quality Laboratory has recently undergone a complete upgrade, including new security measures with state-of-the-art access control, camera monitoring systems, and built-in alarm systems.
- ▶ The Water Department is in frequent communication with established liaisons in the public safety community, including the Police Department, FBI, Fire and Life Safety Services, County Sheriff, and the National Guard.

9. Metropolitan Wastewater Department Facilities

The following is a summary of security measures currently utilized by the City's Metropolitan Wastewater Department:

- ▶ As with the City's Water Department, many of Metro Wastewater's security procedures and resources were in place prior to the September 11, 2001 attacks, due to the nature of operating large-scale industrial facilities (wastewater treatment plants, water reclamation plants, bio-solids processing facilities, and major pump stations).
- ▶ Key Metro Wastewater facilities, are monitored by contract security guards 24 hours per day, seven days per week.
- ▶ In addition, Metro Wastewater's facilities, including its staffed pump stations, are monitored by City operations staff via closed-circuit television.
- ▶ The Centralized Operations Management Center remotely monitors and, if necessary, controls major facilities through automation. This center provides redundant operations coverage, including security rounds via CCTV, to supplement the operations centers of facilities.
- ▶ Since the September attack, all chemical deliveries for wastewater facilities and major pump stations are by appointment only.
- ▶ Stand-by contingencies, call-out lists, and call-out procedures are maintained at all times

for quick responses to emergencies involving wastewater facilities. Key staff members are accessible via home telephone, cell phone, or pager.

- ▶ Metro Wastewater maintains a Department Operations Plan that details roles and responsibilities and an interim system for directing a department-wide response to a broad scope of disaster situations. At the facility level, each facility maintains an emergency response plan similar in nature but more procedurally detailed than the Department Operations Plan.
- ▶ Metro Wastewater also maintains a Department Operations Center (DOC) from which emergency responses by the department can be directed and coordinated. The DOC works in close coordination with the City's Emergency Operations Center. Activation of the DOC may occur at various levels, depending on the circumstances of the initiating event. MetroWastewater's management staff conducts periodic drills for DOC activation.

10. Montgomery and Brown Field Airports

City airport staff has recently implemented a number of security enhancement measures.

- ▶ Increased building security at both airports, limiting public access to staff-only areas.
- ▶ Implemented a new City policy that requires all non-hangered aircraft to be locked down.
- ▶ Installation of an airport perimeter fence at Montgomery Field. This fencing is currently in the design phase. Start of construction is scheduled for April 2002, with completion projected for July 2002.

Staff is currently seeking grant monies from federal and state governments for installation of an airport perimeter fence at Brown Field.

11. Emergency Operations Center

The City's Emergency Operations Center (EOC) is activated when a significant event occurs requiring a response by multiple City departments. The EOC functions as a command center for identifying and gathering resources for the incident. The EOC will generally include City representatives from Fire and Life Safety Services, Police, and Water, as well as other affected City departments. If necessary, representatives from other municipal, county, state and federal fire, life safety, and law enforcement organizations as well as appropriate public utility companies, are also requested. The primary purpose of the EOC is to place decision-makers from each organization in the same room to effectively and efficiently resolve the incident.

A major part of the EOC operation is to keep the public informed of a major incident. The City's Public and Media Affairs Director coordinates a public information team drawn from specific City departments.

12. Community Notification System

Community notifications during critical incidents are a crucial part of the overall emergency response. It also assures the public that should an act of terrorism or bio-chemical threat occur, the public would immediately be notified of the matter. The Police Department's Critical Incident Management Unit operates an automated system known as the Communicator which has the ability to communicate a recorded telephone message to any given area of the city. The system is equipped with 16 telephone lines for mass dialing and is capable of making approximately 800 one-minute calls per hour. The system can be programmed to leave voice mail if a message machine answers.

13. Responses to Chemical Agent Incidents

Fire and Life Safety Services' Hazardous Materials Response Team (HAZMAT) is the primary responder to all incidents involving hazardous materials and chemical agents. All City police officers have also received training on responding to these types of incidents. If it is determined that the incident involves actual chemical agents, the Emergency Operations Center will be activated. HAZMAT will assume command of the incident and solicit assistance from the County Office of Emergency Preparedness if necessary. The Hazmat team has discussed and is conducting a review of biohazards such as anthrax. In the event of an actual biohazard incident, appropriate notifications would be made to hospital emergency workers through a prearranged emergency plan. Additionally, the FBI would be notified and ultimately assume command of the investigation. If National Guard personnel were required, a request would be made to the Governor's Office. The FBI would coordinate use of any United States military personnel.

14. Police Reciprocal Assistance from Federal, County, and State Agencies

The Police Department has a long-established and outstanding relationship with the other federal, state, county, and municipal law enforcement agencies in the county. The Police Department is empowered to solicit assistance from surrounding law enforcement agencies through a mutual aid agreement. San Diego is widely acknowledged for its integrated approach to command-and-control procedures.

15. Office of Homeland Security

City officials have requested that a local office of homeland security be established as soon as possible so collaboration on security matters with federal officials can begin immediately. The City continues to work with the local Congressional delegation to ensure appropriate

coordination.

16. Community Outreach

The City will continue to update its website (<http://www.sandiego.gov/>) on the latest developments regarding security actions within the City of San Diego, links to information about local and national security issues, and available donation funds.

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